



SIDEWALK PERMIT APPLICATION
CITY of CAPE GIRARDEAU

DEVELOPMENT SERVICES DEPARTMENT, 401 INDEPENDENCE ST, CAPE GIRARDEAU, MO 63703 (573) 339-6327

Project Title

Property Address/Location

Project Description

Sidewalk Width

Property Owner		Address		City, State, Zip	
Telephone		Fax		Email	
Contractor's Name			Design Professional of Record's Name		
Contractor's Business Name			Design Professional's Business Name		
Mailing Address		City, State, Zip		Mailing Address	
Telephone		Email/Fax		City, State, Zip	
Telephone		Email/Fax		Telephone	
		Email/Fax		Email/Fax	

CERTIFICATION

I CERTIFY THAT I AM THE OWNER IN FEE OR AGENT AUTHORIZED TO APPLY FOR THIS DRIVEWAY PERMIT. I UNDERSTAND THAT THE SUBMITTAL OF INCOMPLETE PLANS OR FAILURE TO COMPLETE THIS APPLICATION IN ITS ENTIRETY MAY RESULT IN THE DELAY OF PLAN REVIEW AND PERMIT APPROVAL. I HAVE READ THE APPLICATION AND INFORMATION SHEET AND I FULLY COMPREHEND THE INFORMATION I AM REQUIRED TO SUBMIT FOR PLAN REVIEW.

 Owner/Agent Signature

 Date

OFFICE USE ONLY

Date Received _____ SEALED, SIGNED & DATED Construction Documents _____ **SW-** _____

Valid License _____ Insurance _____ Variance? Date _____ SUP? Date _____

Floodplain Dev. ? _____ Stormwater/Site Plans _____ Soil Report _____ Total Cost of Construction _____

Parcel Number _____ Zoning District _____

Subdivision Name _____ Lot Number _____

CITY OF CAPE GIRARDEAU SIDEWALK PERMIT APPLICATION INFORMATION SHEET

Please read this information sheet in its entirety.

Development Services recently launched digital plan review. To take advantage of this service, email your completed application form to epans@cityofcape.org; include a list of consultants who need view access to this project (name, company and email address). You will receive email notification to upload the supporting documentation. No paper submittal is required, but one set of plans will need to be printed after approval for the jobsite. For more information, visit www.cityofcape.org/epans. There is no additional fee for digital plan review.

If you choose to submit by paper, submit the following items to the Development Services Department for review. If you choose to submit digitally, only one digital version of each item is required. Vector-based PDFs are preferred:

1. A completed permit application form.
2. Two site plans meeting sections 25-906 and 25-911 of the City's Code of Ordinances.

The site plan should include, but is not limited to, the following list of items:

1. The site plan shall be drawn in accordance with an accurate boundary line survey.
2. Drawn to scale with the scale indicated on the plans.
3. A North arrow.
4. Show the building setbacks and locations of all easements.
5. The location of all existing structures on the lot.
6. The location and size of existing and proposed public utilities and private services including electric, gas, sanitary and storm sewer, and water.
7. The street name(s) and location(s).
8. Sidewalk and ADA required sidewalk dimensions and slopes.

All sidewalk permits for State Highways, i.e. Routes K and W, Highways 61, 177 and 74, shall be obtained from the Missouri Department of Transportation: (573) 472-5389.

Submittals are subject to a minimum five (5) business days review process. Plan Review will not begin before the completed permit application form is submitted.